

538.273 FSS solicitation provisions and contract clauses.

(a)As prescribed in this paragraph, insert the following provisions in the beginning of FSS solicitations:

(1) [552.238-70](#), Cover Page for Worldwide Federal Supply Schedules. Use in all FSS solicitations. Use Alternate I for single award Federal Supply Schedules.

(2) [552.238-71](#), Notice of Total Small Business Set-Aside. Use in FSS solicitations containing special item numbers (SINs) that are set aside for small business.

(3) [552.238-72](#), Information Collection Requirements. Use in all FSS solicitations.

(b)As prescribed in this paragraph, insert the following clause and provision as an addendum to 52.212-1, Instructions to Offerors-Commercial Products and Commercial Services:

(1) [552.238-73](#), Identification of Electronic Office Equipment Providing Accessibility for Individuals with Disabilities. Use only in FSS solicitations for electronic office equipment.

(2) [552.238-74](#), Introduction of New Supplies/Services (INSS). Use only in FSS solicitations allowing the introduction of new supplies/services. Note: GSA Form 1649, Notification of Federal Supply Schedule Improvement, may be required if revising a Special Item Number (SIN).

(c)As prescribed in this paragraph, insert the following provisions as an addendum to 52.212-2, Evaluation—Commercial Products and Commercial Services:

(1) [552.238-75](#), Evaluation - Commercial Products and Commercial Services (Federal Supply Schedules). Use in FSS standing solicitations.

(2) [552.238-76](#), Use of Non-Government Employees to Review Offers. Use only in FSS solicitations when non-government employees may be utilized to review solicitation responses.

(d)As prescribed in this paragraph, insert the following clauses as an addendum to Clause 52.212-4, Contract Terms and Conditions—Commercial Products and Commercial Services:

(1) [552.238-77](#), Submission and Distribution of Authorized Federal Supply Schedule Price Lists. Use in all FSS solicitations and contracts.

(2) [552.238-78](#), Identification of Products that have Environmental Attributes. Use only in FSS solicitations and contracts that contemplate products with environmental attributes.

(3) [552.238-79](#), Cancellation. Use in all FSS solicitations and contracts.

(4) [552.238-80](#), Industrial Funding Fee and Sales Reporting. Use Alternate I for Federal Supply Schedules with Transactional Data Reporting requirements. Clause [552.238-81](#) Alternate I should also be used when vendors agree to include clause [552.238-80](#) Alternate I in the contract.

(5) [552.238-81](#), Price Reductions. Use Alternate I for Federal Supply Schedules with Transactional Data Reporting requirements. This alternate clause is used when vendors agree to

include clause [552.238-80](#) Alternate I in the contract.

(6) [552.238-82](#), Modifications (Federal Supply Schedules). Use in all FSS solicitations and contracts.

(i) Use Alternate I for Federal Supply Schedules that only accept eMod.

(ii) Use Alternate II for Federal Supply Schedules with Transactional Data Reporting requirements. This alternate clause is used when vendors agree to include clause [552.238-80](#) Alternate I in the contract.

(7) [552.238-83](#), Examination of Records by GSA (Federal Supply Schedules). Use in all FSS solicitations and contracts. With the Senior Procurement's Executive approval, the contracting officer may modify this clause to provide for post-award access to and the right to examine records to verify that the pre-award/modification pricing, sales or other data related to the supplies or services offered under the contract which formed the basis for the award/modification was accurate, current, and complete. The following procedures apply:

(i) Such a modification of the clause must provide for the right of access to expire 2 years after award or modification.

(ii) Before modifying the clause, the contracting officer must make a determination that absent such access there is a likelihood of significant harm to the Government and submit it to the Senior Procurement Executive for approval.

(iii) The determinations under paragraph (9)(ii) must be made on a schedule-by-schedule basis.

(8) [552.238-84](#), Discounts for Prompt Payment. Use in all FSS solicitations and contracts.

(9) [552.238-85](#), Contractor's Billing Responsibilities. Use in all FSS solicitations and contracts.

(10) [552.238-86](#), Delivery Schedule. Use only in FSS solicitations and contracts for supplies

(11) [552.238-87](#), Delivery Prices. Use in all FSS solicitations and contracts.

(12) [552.238-88](#), GSA Advantage!®. Use in all FSS solicitations and contracts except the Department of Veterans Affairs Federal Supply Schedules.

(13) [552.238-89](#), Deliveries to the U.S. Postal Service. Use only in FSS solicitations and contracts for mailable articles when delivery to a U.S. Postal Service (USPS) facility is contemplated.

(14) [552.238-90](#), Characteristics of Electric Current. Use only in FSS solicitations and contracts when the supply of equipment which uses electrical current is contemplated.

(15) [552.238-91](#), Marking and Documentation Requirements for Shipping. Use only in FSS solicitations and contracts for supplies when the need for outlining the minimum information and documentation required for shipping is contemplated.

(16) [552.238-92](#), Vendor Managed Inventory (VMI) Program. Use only in FSS solicitations and contracts for supplies when a VMI Program is contemplated.

(17) [552.238-93](#), Order Acknowledgement. Use only in FSS solicitations and contracts for

supplies.

(18) 552.238-94, Accelerated Delivery Requirements. Use only in FSS solicitations and contracts for supplies.

(19) 552.238-95, Separate Charge for Performance Oriented Packaging (POP). Use only in FSS solicitations and contracts for products defined as hazardous under Federal Standard No. 313.

(20) 552.238-96, Separate Charge for Delivery within Consignee's Premises. Use only in FSS solicitations and contracts for supplies when allowing offerors to propose separate charges for deliveries within the consignee's premises.

(21) 552.238-97, Parts and Service. Use in all FSS solicitations and contracts.

(22) 552.238-98, Clauses for Overseas Coverage. Use only in FSS solicitations and contracts when overseas acquisition is contemplated. The following clauses and provisions shall also be inserted in full text, when applicable.

(i) 52.214-34 Submission of Offers in the English Language.

(ii) 52.214-35 Submission of Offers in U.S. Currency.

(iii) 552.238-90 Characteristics of Electric Current.

(iv) 552.238-91 Marking and Documentation Requirements Per Shipment.

(v) 552.238-97 Parts and Service.

(vi) 552.238-99 Delivery Prices Overseas.

(vii) 552.238-100 Transshipments.

(viii) 552.238-101 Foreign Taxes and Duties.

(ix) 52.247-34 FOB Destination.

(x) 52.247-38 FOB Inland Carrier, Country of Exportation.

(xi) 52.247-39 FOB Inland Point, Country of Importation.

(23) 552.238-99, Delivery Prices Overseas. Use only in FSS solicitations and contracts when overseas acquisition is contemplated.

(24) 552.238-100, Transshipments. Use only in FSS solicitations and contracts when overseas acquisition is contemplated.

(25) 552.238-101, Foreign Taxes and Duties. Use only in FSS solicitations and contracts when overseas acquisition is contemplated.

(26) 552.238-102, English Language and U.S. Dollar Requirements. Use in all FSS solicitations and contracts.

(27) 552.238-103, Electronic Commerce. Use in all FSS solicitations and contracts except the Department of Veterans Affairs Federal Supply Schedules.

(28) [552.238-104](#), Dissemination of Information by Contractor. Use in all FSS solicitations and contracts.

(29) [552.238-105](#), Deliveries Beyond the Contractual Period-Placing of Orders. Use only in FSS solicitations and contracts for supplies.

(30) [552.238-106](#), Interpretation of Contract Requirements. Use in all FSS solicitations and contracts.

(31) [552.238-107](#), Export Traffic Release (Supplies). Use in FSS solicitations and contracts for supplies, except vehicles.

(32) [552.238-108](#), Spare Parts Kit. Use only in FSS solicitations and contracts for products requiring spare part kits. This information is to be specified at the order level.

(33) [552.238-109](#), Authentication Supplies and Services. Use in Federal Supply Schedule 70 solicitations only, and only contracts awarded Special Item Numbers (SINs) associated with the Homeland Security Presidential Directive 12 (HSPD-12).

(34) [552.238-110](#), Commercial Satellite Communication (COMSATCOM) Services. Use only in FSS solicitations and contracts for COMSATCOM services.

(35) [552.238-111](#), Environmental Protection Agency Registration Requirement. Use only in FSS solicitations and contracts for supplies when products may require registration with the Environmental Protection Agency.

(36) [552.238-116](#), Option to Extend the Term of the FSS Contract. Use in FSS solicitations and contracts when appropriate.

(e) Insert the following fill-in information within the blank of paragraph (d) of FAR clause [52.216-22](#), Indefinite Quantity: "the completion of customer order, including options, 60 months following the expiration of the FSS contract ordering period".

Parent topic: [Subpart 538.2 - Establishing and Administering Federal Supply Schedules](#)